

HAMILTON COUNTY AIRPORT AUTHORITY
JANUARY 11, 2007

The Hamilton County Board of Aviation Commissioners met on Thursday, January 11, 2007 in the Commissioners Courtroom in the Hamilton County Government and Judicial Center, One Hamilton County Square, Noblesville, Indiana. President Kapostasy called the meeting to order. Secretary Kim Rauch took roll and declared a quorum present of Tom Kapostasy, Don Silvey and Tim Tolson. Ted Moran and Arden Johnson were absent.

Approval of Minutes

Silvey motioned to approve the minutes of December 7, 2006. Tolson seconded. Motion carried unanimously.

Conveyance of Land and Assignment of Leases

Michael Howard requested approval of a Quit Claim Deed and Assignment of Interest in Real Estate conveying the property from the Hamilton County Board of Commissioners to the Hamilton County Airport Authority. Silvey motioned to approve the Quit Claim Deed and Assignment of Real Estate as prepared by Mr. Howard and request that he file it appropriately. Tolson seconded. Motion carried unanimously.

2006 Year-End Status Report

Silvey motioned to approve the 2006 Year-End Status Report as prepared by Tom Kapostasy. Tolson seconded. Motion carried unanimously.

Adjournment

Kapostasy adjourned the final meeting of the Hamilton County Board of Aviation Commissioners.

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Hamilton County Airport Authority Meeting

Oath of Office

Michael Howard administered the Oath of Office to the members of the Hamilton County Airport Authority.

Call to Order

Tom Kapostasy called the January 11, 2007 meeting of the Hamilton County Airport Authority to order and declared a quorum present of Allyn Beaver, Tom Kapostasy, Ted Moran, Don Silvey and Tim Tolson.

Election of Officers

President

Tolson nominated Don Silvey to serve as President of the Hamilton County Airport Authority. Moran seconded. Motion carried unanimously (5-0).

Vice President

Silvey nominated Tom Kapostasy to serve as Vice President of the Hamilton County Airport Authority. Tolson seconded. Motion carried unanimously (5-0).

President's Report

2007 Committee Assignments

Silvey proposed the 2007 Committee Assignments to be as follows:

Community and Public Relations – Tim Tolson (Chair)

Members - Allyn Beaver, Andrea Montgomery, Ray Rice

Government and Legal Relations – Tom Kapostasy (Chair)

Members - Allyn Beaver, Andrea Montgomery, Mike Howard

Finance, Planning & Administration – Don Silvey (Chair)

Members - Tom Kapostasy, Andrea Montgomery, Kim Rauch, Mike Howard

Capital Improvements – Don Silvey (Chair)

Members - Tim Tolson, Carl Winkler, Woolpert

Site Development – Ted Moran (Chair)

Members - Tim Tolson, Carl Winkler, Woolpert

Operations – Ted Moran (Chair)

Members – Tom Kapostasy, Dan Montgomery, Woolpert

Kapostasy motioned to approve the committee assignments. Tolson seconded. Motion carried unanimously (5-0).

Committee Reports

Site Development Committee

Mike Howard stated he has received copies of Taft's lease agreements. There are some other documents that he needs to review and he will bring it back for discussion at the next meeting.

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Indianapolis Executive Airport [6:52:55]

Andrea Montgomery presented the monthly Indianapolis Executive Airport report.

- The logo of the 50th Anniversary has been designed and is on the web site. They are having it made into rolls of stamps so it can be put on to documents as needed.
- The banners for IEA are up along 200 and 1100. Cost - \$392.52 per sign.
- Dan and Andi attended the Westfield/Washington Economic Development Committee Chamber lunch. They met with Joe Plankis on the new Westfield Master Plan.
- The press release section of the web site is being installed. We will be able to download any press releases from PDF files ourselves.
- They have not received the final list of questions and answers for potential homeowners and realtors. Kapostasy will e-mail it to Andi.
- There is a limited amount of stationary printed with the logo and it has been distributed. A screen saver will be distributed to the Board.
- Willow Marketing has been talking with Professional Pilot magazine and the Indiana Convention and Visitors Bureau. They have continued discussions with NASCAR. They are researching the costs of lists from Business Publishing Association and SRDS.
- They anticipate reaching 100 based aircraft this Spring. For 2006 year-end reporting they will use 92 based aircraft.
- The 50th birthday celebration of the airport will be kicked off with the CAF dance in February. Andi is speaking with several children's organizations about partnering with them for the birthday party.
- The application for airport of the year will be started next month.
- The web site maintenance contract with SpinWeb is for one year.
- The Willow Marketing contract has been signed for 2007.
- Andi has directed SpinWeb to use the tag line that was designed for the airport.
- Year-end financial report will be presented next month.
- Andi and Dan are attending the NBAA Dispatchers and Schedulers Conference in Phoenix next week.
- Boone County Master Plan is still in negotiations with the engineering firm.
- Natural gas is hooked up to every building except the maintenance and the east hangar. A new heating system will have to be installed to convert to natural gas.
- Dan Montgomery is working with Chris Snyder, Woolpert, on the Small Capital spending requirements. Have received the Localizer quote from ASMI and is waiting for the Michiana quote. Should have the information for the next meeting.
- T-Hangar construction for 2007 can not start until more taxiways are built.
- Runway has a lot of gravel that is breaking off of the crack repairs. Woolpert is looking at solutions.

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- Dan is working with Woolpert on the Rule 6 Stormwater Pollution Prevention Plan.
- Dan has invited the Zionsville and Worth Township Fire Departments to attend the AAI Legislative luncheon for the symposium on aircraft accident preparation.

Lease Rental Prices

Kapostasy asked D. Montgomery if he recommends the \$0.35 per square foot price for lease rentals be adopted for 2007? Montgomery stated that cost seem pretty reasonable to him. Howard recommended making it a presumed number for purposes of negotiations. Kapostasy motioned to accept the airport manager's recommendation to accept a \$0.35 per square foot lease rate as the rate he is authorized to use to begin discussions with people. Tolson seconded. Motion carried unanimously (5-0).

Engineering Report [7:07:57]

2007 Capital Improvement Program

Chris Snyder stated the 2007 Capital Improvement Program (CIP) is due to INDOT February 1st. Snyder reviewed the CIP.

2007 Projects

1. Master Plan
2. Obstruction Removal and Replacement of 100LL Fuel System
3. Reimbursement for Acquisition of the Airport
4. T-Hangar Taxiway and Runway Crack Sealing
5. Localizer Replacement
6. Approach Protection North of S.R. 32

2008 Projects

7. Environmental Assessment for the Runway 36 End Extension
8. Extend the Existing Aircraft Apron to the north and to the south (Phase 1)
9. Extend the Existing Aircraft Apron to the North (Phase 2)

2009 Projects

10. Reconstructing Runway 18-36 (Phase 1)
11. Runway Extension Project (Phase 1).
12. Extend the Existing Aircraft Apron to the South (Phase 3)
13. Acquiring Approximately 39 Acres of Land South
14. Corporate Taxiway System

2010 Projects

15. Reconstructing Runway 18-36 (Phase 2)
16. Extend the Runway 36 End (Phase 2)
17. Extend the Taxiway to the Runway 36 End (Phase 3)

2011 Projects

18. Rehabilitate Runway Lighting
19. Constructing the MALSR
20. Replacement of the Airport ILS Equipment

2012 Projects

21. Acquire Approach Protection R/W 36
22. Taxiway Lighting
23. Airport Perimeter Fencing
24. Drainage Easement
25. Septic System
26. Air Traffic Control Tower

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Taxiway repair – Snyder stated they did view the rocks and concrete that are breaking away on the taxiway. There were some cases where the asphalt was placed a little high or there was just enough mix to hang on the edge and those rocks have started to fall with the temperature changes. It was not severe that it is completely degrading or falling apart. It is something that needs to be addressed by the Board. Snyder recommended that a taxiway sealing project be done to cover these joints across the top. During the original project they were sealed on the sides but not on the top. It has been included in the T-hangar taxiway project with an estimated cost of \$45,000.

Total estimated costs for the identified CIP projects is \$26,757,120 with a local share at \$2.3 million.

Kapostasy asked if the crack seal repair is an immediate need in 2007? Snyder stated an immediate need will be determined based on how many times the runway has to be swept. If the edges are just loose it may involve being swept a few more times. That determination can not be made until April or May. Kapostasy asked if this is something we should be looking to fund from local funds now? Snyder stated yes. Silvey asked if there is any possibility of FAA funding? Snyder stated no, we can make a special request from the FAA but it would be a long shot. Kapostasy asked if we had the money today when the project be done? Snyder stated he would give it the opportunity to be swept one or two more times and see what happens in the spring. Montgomery asked if this project would fill in the smaller cracks that need to be done? Snyder stated we would focus on the cracks that are falling or breaking, it would not include the entire runway and all of the other joints. Silvey stated we have done 4,000 feet of crack repair. We have about 8,000 square feet plus overlap, is this what you are referring to, you are not referring to sealing the whole runway? Snyder stated correct, it is just covering those edges. There was 4,500' for a total of 9,000'. We are not filling in a hole; from a cost standpoint there will be less material to use. Howard asked what the specifications would be? Snyder stated it would be a lineal foot basis. They would take quotes and the project would probably be done in hours, not a day. Silvey requested Woolpert keep the Board apprised.

Kapostasy asked what factors were used to elevate projects #8, #9 and #12, for design of the north and south aircraft aprons? Snyder stated they were put in the 2008 and 2009 years was based on the fact that they would probably be a local project. In 2008 and 2009, from a construction standpoint that is not a major part of the CIP, it is environmental assessment and design activities. This provides a local project if necessary. It is not a high priority and can be moved down as the Board wishes. Kapostasy asked what would this bring for the airport if we were to fund these projects? Snyder stated from a direct standpoint it would not provide a lot if there are no ramp charges or fees. There is no economic benefit besides providing for your customers, providing additional space for positioning aircraft away from hangars. Snyder requested the CIP be signed and submitted to INDOT by Woolpert. Kapostasy motioned to approve the signing of the CIP as suggested by the engineer. Tolson seconded. Motion carried unanimously (5-0).

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AIP-12

RSA Construction

Estimated \$4,901 FAA grant funds remaining with the 15% amendment. This amount does not include potential Gradex change order in the amount of \$4,760. Snyder stated this is for the bank erosion control measures. Woolpert would like to continue to monitor it and if the bank does not erode that badly there may be less costs to correct it at the time they do the work. They are still waiting for Gradex to place the stone and waiting for the frost to occur.

Master Drainage Study

Woolpert has received a response from Christopher Burke on the Master Drainage Study. There are a couple more questions and they anticipate responding to Christopher Burke as soon as possible. The estimated costs from Christopher Burke is \$4,000 as of December 31, 2006.

Parallel Taxiway Design

Waiting for FCC Permits for the Glide Slope. The field work for the survey monumentation is complete. Woolpert is preparing to submit that data to the FAA for review and analysis so they can write an approach procedure.

Snyder requested approval of a Pay Request for Woolpert in the amount of \$15,500. Kapostasy motioned to approve the bill for Woolpert, payable from available funds. Howard stated we don't have until we get our reimbursements. Kapostasy amended his motion to include pending funding. Moran seconded. Motion carried unanimously (5-0).

AIP-13

Parallel Taxiway Construction

The majority of the work on the parallel taxiway has shut down until spring. Division A – (Poindexter) Woolpert, Don Silvey and Dan Montgomery met with representatives from Poindexter to discuss several issues that were of concern. Poindexter did send Woolpert the requested information from the meeting. Silvey asked what was Poindexter's response to liquidated damages days? Snyder stated he has estimated they have gone over seven (7) days on their contract and they have approximately two to three days remaining so we have set 7-10 days of liquidated damages. Poindexter did put in a considerable amount of effort, at times, and did a good job at working with the resident inspector and they worked diligently to move as much dirt as they possibly could. Poindexter did go under contract with Shelly & Sands to place their stone. There was obviously a rift in the contract agreement and the standards as to which that was to be built. It came down to the point that the engineer had to indicate to them that it had to be resolved and they were all being charged days and Poindexter and Shelly & Sands both stepped up to the plate to try to close out their remaining work. There is discussion that Poindexter did not use the right equipment and had trouble with their people at times. They made every effort to try to clean up and clarify every problem that they had. Their request in the letter was the problem with the wetland mitigation, they held off working in specific areas because the wetland had not been mitigated yet. They requested an additional 4-5 days. They did track weather on the days they had requested. There were 3 days they requested that Snyder denied and Poindexter provided a weather data for those days. It was a good discussion.

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Division B – (Shelly & Sands) – Shelly & Sands had made an official request to be paid for the carryover to the spring. Woolpert contacted the FAA and were told absolutely not. Shelly & Sands has been informed that they will not be paid and they will proceed in the spring at no additional costs.

Summary of Costs

Currently the project difference with Change Order #1 is -\$46,450.18.

By the next meeting Woolpert hopes to have the resolution of all of the liquidated damages, change orders from Poindexter and their final invoice that would close out last year.

In the spring they expect them to start up with minor seeding and finish paving. Once Michiana completes the Glide Slope the project will be completed.

FAA/INDOT Pay Requests

Snyder requested approval the following invoices

Woolpert - \$35,687.50 which closes out resident inspection work and 50% of the 405 survey work.

Michiana Contractors Invoice - \$24,507.00 for the Glide Slope building.
Kapostasy motioned to approve, pending funding. Tolson seconded. Motion carried unanimously. (5-0)

Existing Contracts

Snyder asked if all of the existing contracts, contractor's contracts and issuance of insurance need to be corrected to reflect the new title of the Board? Silvey asked that the Certificates of Insurance from all parties be updated to the airport board title. All contracts, by statute, are transferred from the Board of Aviation to the Airport Authority.

Master Plan – Phase 2

Maria Muiá stated the forecasts have been approved by the FAA and the high forecast was approved. The FAA has agreed to request the Washington Headquarters of the FAA to update their forecast to reflect our forecast. They also approved our critical aircraft being a CD/2 which helps us dictate our ARC (Airport Reference Code) for the remainder of the AOP process. Kapostasy motioned to approve signature to update the forecast to reflect our forecast. Moran seconded. Motion carried unanimously (5-0). Muiá stated this will close out Phase 2 completely.

Master Plan – Phase 3

Snyder reviewed the proposed Phase 3 Master Plan Project Elements

- Task 2 – Public Involvement Program
- Task 4 – Airport Base Map/Existing Conditions
- Task 6 – Facility Requirements
- Task 7 – Alternatives Development and Evaluation
- Task 8 – Airport Layout Plans (ALP)
- Task 9 – Facilities Implementation Plan and Financial Feasibility Analysis
- Task 10 – Draft and Final Technical Documents

Snyder stated they would like to begin the work in February or March to begin the base maps. By July or August they would like to have a presentation of the alternatives to the public, if possible. Once the public comments and board comments are incorporated

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sometime by the end of 2007 they would like to have the draft document completed and then meet with the FAA. They would like to make sure the Environmental Assessment (EA) will be on in 2008. Delivery of the final documents to the FAA would be in February/March 2008. The FAA review can take anywhere from six months to 36 months. This does not stop the Board from getting the EA or going forward with the CIP.

Silvey asked if there is any funding from the FAA for the master plan? Snyder stated the EA would be done separately and done in the early part of 2008. Yes, additional funding would have to be requested from the county. The airport has used all of its primary entitlement funding. Woolpert is going to make a request for discretionary money, but most of it has been earmarked for correcting the Midway RSA. Silvey asked when would we know anything on discretionary funding? Snyder stated right now they are trying to live through 2007 by continuously appropriating the necessary funds to operate. All of the discretionary money that is sitting in a pool and is on hold. There is a chance on discretionary money but very slim. Kapostasy asked if we could go to the Thomson TIF District for funding? Howard stated we believe there is not enough money in the Thomson TIF. Howard asked Snyder if there is a natural break in the plan? Snyder stated yes, they could do the mapping and identifying facility requirements would keep us under the \$75,000 threshold. The next biggest piece is the airport layout plan which is \$100,000. We could work up to the AOP plans until additional funding would be approved. Howard suggested Woolpert prepare an agreement for an amount not to exceed \$75,000 and bring it to the next meeting. Howard and Rauch will work on the funding. Kapostasy stated through Task 7 would cost \$125,000. Snyder stated some of the items in Task 2 would not have to begin. He was looking at \$52,000 for photogrammetry and mapping work and then \$17,000 for facilities requirements. Kapostasy asked what about Task 7? Snyder stated that would push over the \$75,000 but under the \$100,000. Kapostasy stated his preference would be to calculate everything that is required to get to the detailed airport layout plan so we can keep the process moving forward. Silvey asked if we can do that without doing the work under Task 8? Snyder stated yes, the alternatives are going to identify the different alignments, arrangements of taxiways, runways, terminal facilities, towers, etc. Muiá stated you can also reduce the number of alternatives you look at. The more alternatives you look at, a lot of that work will be re-used in the environmental assessment. You will do it at one point or another. Kapostasy asked if the Board agrees that Woolpert should come back with a proposal to do up to everything to be ready to do Task 8? Silvey stated we will need to confirm the funding. Howard recommended a motion be made, subject to funding. Kapostasy motioned that the Board authorize the contract be entered into, subject to funding for Tasks 2, 4, 6, 7 only. Tolson seconded. Muiá asked how much public involvement do you want? Silvey asked what is the minimum level to satisfy FAA requirements? Snyder stated you are not obligated until the environmental assessment occurs. They would anticipate that you would provide for public comment. Snyder suggested that at every Board meeting if they need to begin the next task they will request to begin the task. At this time he would request they begin with Task 4 for base mapping (\$52,000) and then wait to the next meeting for additional requests. Moran asked how will that fit in the timeline? Snyder stated that will fit fine. Kapostasy amended his motion that the Board will approve Phases 2, 4, 6 and 7 subject to funding with the requirement that movement to a new phase in the contract for the contractor would require board approval for each phase move. Tolson seconded. Motion carried unanimously (5-0).

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Snyder formally requested Woolpert begin Task 4 only, base mapping. Howard stated that has been approved, subject to funding. Snyder stated he will discuss this with Aerofinity and the principals.

Kapostasy motioned that if the Board members believe the zoning prepared in Phase 2 if we are at a point in time that we send a copy of that to Boone County requesting that they proceed with the airport overlay zone? Moran seconded. Snyder suggested whether or not it is critical to show them something right now or ultimately show them what the final arrangements will be. Kapostasy would like to get it on the table to make it formal. We have our master planning to do and they have their county master planning to do but their new commissioners need to know that we would like to see this. Howard confirmed that he is looking for Boone County to incorporate it in an already existing procedure that they are just starting with? Kapostasy stated yes. Snyder stated it is probably better to show them what we have for discussion purposes. Motion carried unanimously (5-0)

Local Projects

As Needed Service Contract

Snyder presented the As Needed Service Contract for approval. Kapostasy motioned to approve the contract. Tolson seconded. Motion carried unanimously (5-0).

Tee Hangar Taxiway and RCO

Snyder stated the Tee Hangar Taxiway and RCO project is being closed out. The underdrain has been installed but clean up is needed.

Rule 6 Compliance

Snyder stated he has the Rule 6 Compliance drawings for Dan Montgomery. Snyder stated the contract for Rule 6 was signed with Mid-States Engineering but Woolpert did not buy those contracts. Woolpert will need to set up a new contract with the Board. Snyder will meet with Dan Montgomery and see what he needs and then they will present a new contract for Rule 6. Kapostasy asked Rauch if funds are set aside for Rule 6? Kapostasy asked Snyder to work with Rauch. We have asked that the mound system be delayed until the master plan was complete. Snyder stated for the mound system there was a \$24,300 fee of which \$3,880 was expended by Mid-States, for Rule 6 there was a \$1,800 fee with \$747.00 was expended.

Old Business

Caito Residential Project

Kapostasy stated we have been informed that Boone County did approve the Caito Residential project as a R-3 zoning classification.

Tailored Tactics

Kapostasy asked Tolson if we have a status report on the Tailored Tactics report and what they are going to finish? Tolson stated we have funds available and they are waiting on us to see how we want to proceed. Kapostasy asked if the committee will handle that or is board direction needed? Tolson will bring back a proposal to the next meeting. Kapostasy stated we authorized the projects to be completed in their original marketing plan. Tailored Tactics were to recommend a project, the airport manager

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agreeing that it was a valuable project and then the committee authorizing to go forward with the project.

Property

Kapostasy asked Howard if any contact has been made regarding acquisition of the property to the north? Howard stated no.

Tall Zoning Act Ordinance

Kapostasy stated we have delayed passing an ordinance for a tall structures act, how do we move forward? Howard stated they can start looking at that and he is researching a similar case in Las Vegas.

Master Plan Advisory Committee

Silvey asked that a motion be made that the Master Plan Advisory Committee be reaffirmed by the Airport Authority. Tolson so moved. Moran seconded. Motion carried unanimously (5-0). Members of the Master Plan Advisory Committee are:

Rick McKinney, Hamilton County Council
Steve Niblick, Boone County Plan Commission
Andrea Montgomery, Montgomery Aviation
Don Silvey, Hamilton County Airport Authority
Dan Montgomery, Montgomery Aviation
Jim Keefer, INDOT
Kristie Mckillip, Boone County Economic Development
Jennifer Miller, Westfield Planner
Tom Kapostasy, Hamilton County Airport Authority
Mike Zeller, Westfield
Charles Hanover
Brad Beaver, Hamilton County Council
Jeff Burt, Hamilton County Alliance
Jeff Keck, Airport User – Executive Homes
Joe Turk
Sandy Lyman, FAA
Mike Bacon, Neighbor
Mark Owens – Airport User – Lilly
John Pugh – Boone County Plan Commission
Mike Howard, Hamilton County Airport Authority
Kim Rauch, Hamilton County Airport Authority Secretary
Larry Creakbaum, Technical Staff (Woolpert, Inc.)
Chris Snyder, Technical Staff (Woolpert, Inc.)
Mike Evans, Technical Staff (Woolpert, Inc.)
Larry Manning, Technical Staff (Woolpert, Inc.)
Maria Muiá, Technical Staff (Aerofinity)
Melanie Depoy, Technical Staff (Aerofinity)

Legal Counsel

TAFT Aviation Estoppel and Consent

Howard requested approval of an Estoppel and Consent agreement with TAFT Aviation Property, LLC and Community Bank. Kapostasy motioned to approve. Tolson seconded. Motion carried unanimously (5-0). Moran asked if the 10 days should be 30 days? Howard stated that is what is requested by the bank.

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County Council Liaison

Work Session

Brad Beaver asked that a work session be scheduled in March to discuss the Board's financial requests for the future, over and beyond the TIF funding.

Beaver stated he agrees that now is the time to send the zoning information to Boone County.

Secretary's Report

Great Lakes Chapter of American Association of Airport Executives

Rauch asked if the board would like to join the Great Lakes Chapter of American Association of Airport Executives. Consensus of the board was to not join at this time.

Next Meeting – February 1, 2007

Executive Session at 6:15 p.m.

Public Session at 6:30 p.m.

Silvey adjourned the meeting.

Present

Allyn Beaver

Tom Kapostasy

Ted Moran

Don Silvey

Tim Tolson

Mike Howard

Brad Beaver

Kim Rauch

Chris Snyder, Woolpert

Maria Muiá, Aerofinity

Andrea Montgomery, Montgomery Aviation

Dan Montgomery, Montgomery Aviation

Carl Winkler, Montgomery Aviation

Candace Ulmer, Zionsville

Ramon VanSickle, Zionsville

APPROVED

Don Silvey, President

Date: _____

ATTEST

Kim Rauch, Secretary

Date: _____